



OFFICE OF THE  
**BALURGHAT MUNICIPALITY**

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Memo no. 2964/HS-20

Date:- 29/10/2024

To  
The Director  
Mahindra & Mahindra Company Ltd.  
Pune, Maharashtra.

**Subject: - Number plates yet to be affixed on newly procured 05 (five) nos. of Mahindra Tractor.**

Sir,

I would like to bring an urgent matter to your attention that on 9<sup>th</sup> June, 2024, we procured 05 (five) nos. of tractors for your company through GEM portal invoice no. **GEM/44277508**. I request to inform you that the number plate have still not been affixed & blue book yet not arrived at our office.

You have made no arrangement to make five tractors on road.

However, no progress in connection with affix number plat and blue books has been made from your end.

We seek clarification from your end as to why the blue books for 05 (five) nos of newly procured tractors has not yet arrived at our office & why the number plates are still not being affixed to the tractors.

It is to be noted that the payment has already been made for the procurement of above cited items. If no positive action is taken regarding the number plats & blue books within the next 07 (seven) days, we will proceed to take steps on our own.

Thanking you,

yours  
*[Signature]*  
Chairman  
Balurghat Municipality  
*[Signature]*  
29/10/24

Date:- 29/10/2024

**Memo No. 2964 /1(9) /HS-20**

**Copy forwarded for information to:-**

1. The MCICs, Balurghat Municipality.
2. The Executive officer, Balurghat Municipality.
3. The Finance officer, Balurghat Municipality.
4. The A.E, Balurghat Municipality.
5. Sri Kartick Ch. Malj, Asst. Head Clerk- is being informed and asked to look after the matter.
6. The Accountant, Balurghat Municipality.
7. The Urban Planner, Balurghat Municipality.
8. Sri. Goutam Dutta , local in-charge Mahindra & Mahindra company , Balurghat stadium, D/Dinajpur.
9. IT sector- to upload the letter through our office website.

*[Signature]*  
Chairman  
Balurghat Municipality